Approved For Release 2001/08/07 : CIA-RDP71B00185A090100050117-9

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4211-65
9 March 1965

MEMORANDUM FOR: DD/S&T Security Office

SUBJECT

: Request for Additional Clearances

1. The attached chart indicates the status of clearances for secretaries in S&D/OEL.

2. In order to function effectively without increasing the number of secretaries, it is highly desirable that a high level of interchangeability be maintained. For example, in absence.

normally performs secretarial duties for

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The need for consistent clearance level here is evident. Clearances in I and O for

sistent clearance level here is evident. Clearances in I and O for other secretaries is also desirable so that occasional peak typing loads can readily be handled as well as those situations which arise due to illness, vacations, etc.

3. It is requested that the additional clearances indicated on the chart with a '0' be provided as indicated as soon as possible.

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GEORGE C. MILLER

Assistant Director for ELINT

DD/S&T

Attachment

Chart indicating Secretarial Clearances

Copy 1 & 2 - Addressee w/a

3 - AD/OEL w/a

4 - DAD/S&D w/a

5 - OEL Reg w/a

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